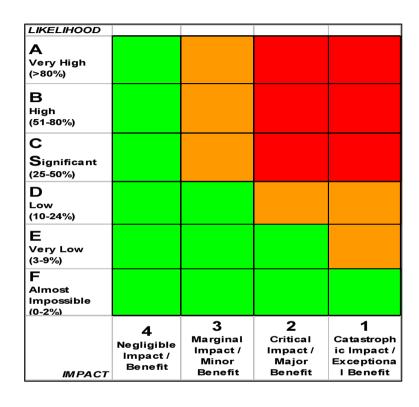
APPENDIX 1.

OPERATIONAL RISK REGISTER

Risk Register Name: Development of Apprenticeship Opportunities

Date Reviewed: 20th December 2011 Next Review Date: 19th January 2012

- Apprentices could fill posts that would normally be taken by redeployees.
- 2. Not enough suitably qualified young people apply for the apprenticeship opportunities when advertised.
- 3. Insufficient suitable vacancies are identified
- 4. Managers do no support the program.





Develop and deliver a Council-wide apprenticeship programme

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Risk No.	Objective No.	Risk Description	n (in place and effective)	Risk Rating This Qtr (after contro Is)	Risk Rating Last Qtr	Controls (underway or planned)		Control Owner(s)	Target Risk Rating	Target Risk Date	Risk Owner
1	1	Vacant posts alloc for apprenticeships those which would normally be filled a Council redeploye Increase in redeple as Council makes financial savings	champion and working group consistantly monitoring the program. HR to ensure that no substitution of apprentices for redeployees into suitable vacancies takes	D2	N/A	Further actions	Delivery plan for the working group to include a specific review of this position.	Coilin Middleton	E2	September 2012	Colin Middleton
		Support for the apprenticeship probable by both Managem and Trade Unions be undermined lead to an unsussessful program.	ent Trade Unions to be would consulted on the introduction to the program			Contingencies	Council Apprenticeship Champion and working group to meet to review the issue.				
2	1	Only poorly qualification young people apply the program and the leads to the wrong people starting and possibly failing.	y for College to take place to utilise their preapprenticeship training programme. Discussions to take place	E2	N/A	Further actions	Regual report backs to the borough training and employability agencies via the Harrow Skills and Employment Group.	Colin Middleton	F1	September 2012	Colin Middleton
		Number of young applying to go to University increasi College, Schools a Careers/Employm Advisers do not pr the program,	Employment Group to ensure the Agencies across the borough are fully cognescent with the				Quarterly review meetings to be established with Harrow College.				

		Consequence(s)	Standard of apprentices will be poor and consequently undermine the support for the program within the Council.				Contingencies	Council Apprenticeship Champion and working group to meet to review the issue.				
3	1	Consequence(s) Cause(s) Risk (Event)	Due to low turnover of staff and cuts in vacancy rate few jobs become available where apprentices can be placed. Decrease in staffing levles as Council makes financial savings. None or a low number of apprentices can be taken on and an effective	Council Apprenticeship Champion and working group consistantly monitoring the program. Service Managers to be fully engaged to ensure that the maximum number of opportunities are identified.	B1	N/A	Contingencies Further actions	Council Apprenticeship Champion and working group consistantly monitoring the program. Council Apprenticeship Champion and working group to meet to review	Colin Middleton	D1	September 2012	Colin Middleton
4	1	Cause(s) Risk (Event) Cons	review of the program could not take place, Managers do not support the program and this leads to a low identification of post for apprenticeships and poor management of the individual apprentice. Managers not convinced of the benefits of an apprenticeship program at an early stage in development and delivery.	Council Apprenticeship Champion and working group consistantly monitoring the program. Service Managers to be fully engaged, through group and one-to-one meetings to ensure support. Communcation progran developed including briefings to individual managers.	C1	N/A	Further actions Con	the issue. Council Apprenticeship Champion to correspond with Service Managers. Competion for best Service Head/Individual Manager/Apprentice to be established.	Colin Middleton	D1	September 2012	Colin Middleton

	Standard of the program					
(s)ec	falls and the the Council		sies			
uent	decided not to procede		ngen			
euc	with continuation or		Sontii			
S	further roll out.		0			